Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

14 OCT 2026

DIVISION MEMORANDUM
No. 895, s. 2026

INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. For the information and guidance of all concerned, enclosed is a copy of Memorandum OM-OUGOPS-2026 titled "Institutionalization of School Safety Drill", issued by the Office of the Undersecretary for Governance and Operations, dated October 12, 2026.

2. Immediate dissemination and strict compliance of this Memorandum is desired.

VILMA D. EDA, CESO V
Schools Division Superintendent

SGOD/DRRM/rqq
October 13, 2026

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
14 OCT 2026
RELEASED

Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
(077) 604-49-44 / (077) 632-05-33
vigan.city@deped.gov.ph
www.depedvigancity.com

Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM:
OM-OUGOPS-2026-

TO : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOL HEADS

FROM : **MALCOLM S. GARMA**
Undersecretary
Office of the Undersecretary for Governance and Operations

SUBJECT : **INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL**

DATE : October 12, 2026

As part of the observance of School Safety Week, a school safety drill will be conducted at Bangkal National High School, City of Makati, on Wednesday, October 14, 2026, at 3:00 p.m. The activity will be live-streamed to provide schools with a practical demonstration of emergency preparedness and response procedures that may serve as a reference in strengthening their respective school safety mechanisms.

All public schools are encouraged to conduct their respective age appropriate and trauma-informed safety drills on the same date, focusing on addressing the gaps and weaknesses identified during the National Safety Drill conducted on September 3, 2026. Schools shall use their respective drill observations, evaluations, and documented findings to identify priority areas for improvement, including evacuation procedures, learner accountability, communication, and coordination with emergency responders, as applicable.

To continuously improve school safety mechanisms, all public schools shall conduct monthly safety drills beginning November 2026, with each drill highlighting a different threat or emergency scenario based on the school's risk assessment and identified vulnerabilities identified in their contingency plans. The schedule of monthly drills shall be agreed upon by school authorities and relevant stakeholders and, as much as practicable, arranged to minimize disruptions to classes and other essential school activities without compromising the effectiveness of the drills.

Each drill shall be treated as part of a continuous improvement cycle:

Assess – Review school-level risks and findings from previous drills.
Drill – Practice a selected threat or emergency scenario.
Evaluate – Document observed gaps and lessons learned.
Improve – Implement corrective actions and assess progress during the next drill.

Schools are encouraged to maintain appropriate records of these steps to support follow-through and continuous improvement.

Regional Directors and Schools Division Superintendents are directed to provide technical assistance (TA) and guidance in the conduct of monthly safety drills, including support for the assessment of school-level preparedness, documentation of lessons learned, and identification of appropriate corrective measures.

For immediate dissemination.